

# Knox Regional Communications Center Executive Board

Wednesday  
October 20, 2021  
2:00 p.m.

A meeting of the Executive Board of the Knox Regional Communications Center took place on **Wednesday, October 20, 2021 at 2:00 p.m.** via Zoom.

**Executive Board members in attendance:** Camden Fire Chief Chris Farley; Jesse Thompson, Union EMS; Adam Miceli, Rockland Fire/EMS; Amy Drinkwater, EMS Chief Thomaston/So.Thom/St. George; Knox County EMA Director Ray Sisk; and Chief Deputy Patrick Polky (*arrived at 2:18 p.m.*). **Members absent:** *Rockland PD Chief Chris Young.*

**Others in attendance:** Communications Director Robert Coombs; and Administrative Programs Coordinator Candice Richards.

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|------|------|---|
| I.   | 2:00 | Meeting Called To Order   |
| II.  | 2:01 | Action Items: <ul style="list-style-type: none"><li>1. Review &amp; Approval of 2022 Communications Budget</li></ul>                                  |
| III. | 2:05 | Discussion Items: <ul style="list-style-type: none"><li>1. Accident Protocols</li><li>2. Soon to be vacant LE seat</li><li>3. Remote Voting</li></ul> |
| IV.  |      | Other Business  |
| V.   |      | Adjourn   |

## I. Call to Order

The meeting was called to order by Chair Chris Farley at 2:013 p.m.

## II. Action Items

### 1. Review & Approval of 2022 Communications Budget.

Director Coombs explained that the Communications budget is roughly going up around \$9,000 from last year, which is about 1%, due to personnel costs. If you only look at the rest of the operating budget, not including the personnel costs, the budget is actually down by around \$4,000, or 2%. The increase is mostly because of wages, insurance, etc., which Director Coombs has no control over. Travel costs in the budget were lowered since Director Coombs is not planning to attend meetings, etc. in person. Radio repairs and maintenance lines are up to keep up with maintenance to avoid issues. Most of the antennas have now been replaced so overall it's pretty much the same operating budget as the last two years.

*Patrick Polky arrived at 2:18 p.m.*

Capital improvements: in July the Commission approved \$70,000 out of the undesignated funds to pay RCM for the radio upgrades. The Center is going to have all new touch-screen monitors for the system. Depending on what happens with what's left in the undesignated at the end of the year, Director Coombs may also purchase a recorder.

Director Coombs noted that he is asking for \$300,000 from ARPA funds to replace the microwave equipment at all the tower sites. The system has been running since 2012 and some of the dishes have cracks or holes in them. Cabling has never been replaced even though it's out in the elements.

The KRCC budget is being reviewed with the County Commission and the Budget Committee on November 9<sup>th</sup>.

- Jesse Thompson motioned to approve the 2022 Communications budget as presented. Adam Miceli seconded the motion. A vote was taken with all in favor.

### III. Discussion Items

#### 1. Accident Protocols.

Director Coombs explained that he wanted to get some feedback from the Executive Board. He said that dispatch has been getting a lot of calls with people saying no one is hurt, nothing is leaking, etc. so only law enforcement is sent to the scene; however, when law enforcement gets there, they indicate someone *is* hurt, so the confusion for dispatch is whether dispatchers should just an ambulance or also the fire department as well because now it's a vehicle accident. Example: woman gets in an accident by herself, calls and says she's not hurt. Law enforcement gets there and says she *IS* hurt so they send an ambulance. Dispatch asked if they need the fire department, law enforcement officer says "stand by". Then they found out that the accident was so bad that the guard rail was turned into an L and there's probably fluids leaking. Director Coombs said that he didn't know how long dispatch is supposed to wait for someone on scene to tell dispatchers what's needed because the response is getting delayed. He asked if it would be easier to just automatically send law enforcement, fire and EMS at the start. Parking lot accidents don't usually have injuries or fluids leaking but if you're on the actual roads you often do. He said he was looking for some guidance on what the agencies would like to see happen during vehicle accidents.

Adam Miceli commented that he would want to know the statistics on the number of accidents PD doesn't request fire/EMS for because if there's a lot of them and no one really needs medical attention, his staff end up writing up refusal reports for each call. It's not dispatch's fault that the information being given to them is poor. It just means there's a delay in response because you're waiting for more info.

Director Coombs said that he just wanted to be proactive on this before there's an instance where dispatchers are blamed for not providing enough of a response because they didn't have enough information. Adam felt things are still working the way they are. Jesse Thompson commented that he didn't want to waste resources unnecessarily going to calls that EMS might not be needed for.

Patrick Polky was asked what the trigger is for deputies to call for an ambulance. He said they just ask people how they feel and if they think they're okay they're just told to monitor themselves for a few hours because sometimes symptoms of a problem don't start until later.

#### 2. Soon to be vacant LE seat.

Chris Young retires as the police chief in Rockland next month. His seat on the Executive Board expires 12/31/21. Patrick Polky said that he would talk to law enforcement agencies to see who might be interested in serving. Jimmy Moore from the Town of Rockport was mentioned so Patrick said that he would talk to him.

#### 3. Remote Voting.

It was noted that the Executive Board needed something that would allow electronic participation and be able to vote remotely now that the emergency declaration had ended.

- Ray Sisk made motion to allow for electronic participation, pending on approval by the Commission. Jesse Thompson seconded. A vote was taken with all in favor.

**IV. Other Business**

There was none.

**V. Adjourn**

Meeting adjourned at 2:52 p.m.

Respectfully submitted,

Candice Richards  
Administrative Programs Coordinator